

March 13, 2007

<b>DIRECTIVE:</b>	<b>JOB CORPS INFORMATION NOTICE NO. 06-24</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:** ESTHER R. JOHNSON, Ed.D.  
National Director  
Office of Job Corps

**SUBJECT:** National Youth Service Day 2007

1. Purpose. To provide information and materials about National Youth Service Day (NYSD) 2007.

2. Background. NYSD is scheduled for April 20-22, 2007, and is the largest service event in the world. This event provides an excellent opportunity to heighten public awareness of Job Corps and the positive impact the program has on youth in terms of academic and career technical training, life and employability skills, and volunteerism. NYSD also provides an opportunity to organize and highlight Job Corps students' efforts to give back through community service.

NYSD 2007 marks the 19th anniversary of this annual celebration of youth service and leadership and is expected to involve more than 2 million young people and youth organizations across the country. Youth Service America coordinates NYSD as part of a national education campaign. The NYSD mission is threefold:

- a. to recognize the year-round service and volunteering efforts of young Americans;
- b. to recruit a new generation of participants and supporters of youth services; and
- c. to promote young people as resources in their communities.

For the past 9 years, Job Corps has served as a national partner alongside a wide range of organizations such as America’s Promise, the American Association of Community Colleges, the American Red Cross, Big Brothers Big Sisters of America, City Cares, the National Education Association, and the U.S. Conference of Mayors. Last year 11,666 Job Corps students and staff from 117 centers participated in NYSD.

3. Resources. To facilitate your participation in NYSD, materials created specifically to assist with planning your event can be found online on the Job Corps Community Web Site at <http://jcweb.jobcorps.org>. These resources include:

- a. a compilation of “best practices” reported by Job Corps participants from 1999 through 2006;
- b. a sample Job Corps news release;
- c. a media advisory template;
- d. talking points to promote your event;
- e. U.S. Department of Labor (DOL) photo release forms for your students to sign, which indicate they are willing to have their photographic likeness used and published;
- f. a downloadable or electronic brochure entitled “Job Corps’ Guide to National Youth Service Day” to assist with planning NYSD center activities; and
- g. the National Youth Service Day Tool Kit and a Service-Learning Curriculum Guide.

Additional materials to help with your event can be downloaded at:  
<http://www.ysa.org/nysd/resource/planning.cfm>.

4. Action. Center Directors should ensure that this information and all other NYSD resource materials are provided to the person on staff who handles community relations activities so that planning may begin as soon as possible.

We ask each center to submit the results of their NYSD activities using an online survey form. This form can be found at:

<http://www.zoomerang.com/survey.zgi?p=WEB2267GXQ8JGL>. Centers must complete the survey no later than May 4, 2007, to permit compilation of the national and regional reports.

5. Expiration date. May 4, 2007.

6. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3104 or [manning.wendy@dol.gov](mailto:manning.wendy@dol.gov).

Attachments

Attachment A – Best Practices 1999-2006

Attachment B – Enhancing Public Awareness of Job Corps

Attachment C – Media Advisory Template

Attachment D – Sample Job Corps NYSD Release

Attachment E – NYSD/Job Corps Talking Points for Media Questions/Interviews

Attachment F – Right to Use Photographic Likeness